

# **City of Miami**

*3500 Pan American Drive  
Miami, FL 33133  
[www.miamigov.com](http://www.miamigov.com)*



## **Meeting Minutes**

**Tuesday, March 20, 2018**

**10:00 AM**

**Commission Chambers**

## **Civil Service Board**

*Lillie Harris, Chairperson  
Vishwani Ramlal, Chief Examiner  
Michael Dames, Board Member  
Travis Lindsey, Board Member  
Troy Sutton, Board Member*

## PLEDGE OF ALLEGIANCE

*The meeting was called to order at 10:03 am, with the Pledge of Allegiance. At commencement of the meeting, attendance was as follows:*

Attendee Name	Title	Status
Lillie Harris	Chairperson	Present
Vishwani Ramlal	Chief Examiner	Present
Michael Dames	Board Member	Present
Travis Lindsey	Board Member	Present
Troy Sutton	Board Member	Absent

## ADOPTION OF AGENDA

*Chair Harris asked if there were any revisions to the Agenda. Hearing none, a motion to adopt the Agenda as printed was considered and resulted as follows:*

**Motion by Chief Examiner Ramlal, seconded by Board Member Lindsey, that this matter be Approved, passed by the following vote:**

**AYES:** Lillie Harris, Vishwani Ramlal, Michael Dames, Travis Lindsey

## A. APPROVING OF THE MINUTES

### A.1 Civil Service Board - Regular Meeting – March 6, 2018

*A motion was entered to approve the Minutes as presented, which resulted as follows:*

**Motion by Chief Examiner Ramlal, seconded by Board Member Lindsey, that this matter be Approved, passed by the following vote:**

**AYES:** Lillie Harris, Vishwani Ramlal, Michael Dames, Travis Lindsey

## B. PERSONNEL MATTERS

### B.1 Copy of a memorandum from Victoria Mendez, City Attorney, requesting an extension of probationary period for Jennifer Green, Legal Assistant, for 70 days beyond April 3, 2018. (DISCUSSION)

*Following an appearance by the employee and responses to questions from the Members, the Board entered a motion to GRANT the extension as requested, which resulted as follows:*

**Motion by Chief Examiner Ramlal, seconded by Board Member Lindsey, that this matter be Approved, passed by the following vote:**

<b>AYES:</b>	Lillie Harris, Vishwani Ramlal, Michael Dames, Travis Lindsey
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- B.2** Copy of a memorandum from Emilio T. Gonzalez, City Manager, advising Erica Bermudez, Human Resources Technician I, of her return to her former classification. Erica Bermudez is being rolled back to Service Center Aide, effective March 5, 2018. (NOTIFICATION)
- B.3** Copy of a memorandum from Alberto Parjus, Assistant City Manager, advising Jessica Capo, Chief of Code Compliance, of her return to her former classification. Jessica Capo is being rolled back to Code Compliance Inspector, effective January 29, 2018. (NOTIFICATION)

**C. MILITARY LEAVES OF ABSENCE**

- C.1** Gambino Soto, Firefighter, requests Active Duty Military Leave from March 11, 2018 through May 16, 2018. (DISCUSSION)

**Motion by Chief Examiner Ramlal, seconded by Board Member Lindsey, that this matter be Approved, passed by the following vote:**

<b>AYES:</b>	Lillie Harris, Vishwani Ramlal, Michael Dames, Travis Lindsey
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**D. DISCIPLINARY MATTERS**

- D.1** Copy of a letter from Chief Jorge R. Colina, Director, Department of Police, notifying Daniel De Prado, Police Officer, of a 10-hour forfeiture, effective March 19, 2018. (NOTIFICATION)
- D.2** Copy of a letter from Chief Jorge R. Colina, Director, Department of Police, notifying Raymond Alvarez, Police Officer, of a 10-hour forfeiture, effective March 16, 2018. (NOTIFICATION)
- D.3** Copy of a letter from Chief Jorge R. Colina, Director, Department of Police, notifying Mario Sevilla Mal-Lia, Police Officer, of a 10-hour forfeiture, effective March 3, 2018. (NOTIFICATION)
- D.4** Copy of a letter from Chief Jorge R. Colina, Director, Department of Police, notifying Mario Sevilla Mal-Lia, Police Officer, of a 10-hour forfeiture, effective March 2, 2018. (NOTIFICATION)

**E. GENERAL ITEMS****E.1 Findings of Fact concerning the Hearing of Appeal on behalf of Shantera Williams, Emergency Dispatcher, concerning her 8-hour suspension, effective September 29, 2017. (DISCUSSION)**

*Following review and consideration of objections and recommendations from both sides, the Board entered a motion to approve the Findings and Recommendations as amended, which resulted as follows:*

**Motion by Chief Examiner Ramlal, seconded by Board Member Lindsey, that this matter be Approved, passed by the following vote:**

<b>AYES:</b>	Lillie Harris, Vishwani Ramlal, Michael Dames, Travis Lindsey
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**E.2 Status update concerning the Civil Service Board vacant position. (DISCUSSION)**

*The Executive Secretary reported that she was happy to report that the position had been filled. The Board congratulated Ms. Jackson, and discussed particulars of the appointment process. Ms. Jackson thanked the Board for their support.*

**F. REPORTS****F.1 Pending Hearings as of March 20, 2018. (NOTIFICATION)****G. REQUESTS FOR HEARINGS****G.1 Copy of a Request from Rafael Suarez, for an Investigation Hearing pursuant to Civil Service Rule 16.1- Investigation by the Board, alleging a violation of Civil Service Rules 5.1 - Announcement and 5.4 - Disqualification. (DISCUSSION)**

*Mr. Suarez provided an overview of his request regarding the Marinas Manager and the history of the recruitment process which lead to his request for hearing. Assistant City Attorney Diaz responded that Mr. Suarez' application was thoroughly reviewed several times by the Department of Human Resources, and added that the applicant could have availed himself of the job specifications to find out what the duties of the position are.*

*Mr. Suarez provided copies of the Announcements (Original and Supplemental), and responded that he did research the marinas that are managed by the City and that one in fact, had no slips, so there were variations in the number considered to be "medium-sized".*

*Chair Harris read portions of the Announcement, including the "Nature of Work" and "Requirements". She asked Mr. Suarez if he included experience of this type in his application, to which he responded in the affirmative.*

*Following further questions from the Board and responses from Mr. Suarez, Assistant City Attorney Diaz, and the Executive Secretary, in the interest of time (Recruitment closes on March 30, 2018), the Board entered a motion to send a report to the Manager. In accordance with Civil Service Rule 16.1, the Board will request that the Department of Human Resources provide details regarding the number of slips for a "midsize" marina, so that all applicants will have the required information needed to complete an application correctly. Following additional discussion, the vote on the motion resulted as follows:*

**Motion by Chief Examiner Ramlal, seconded by Board Member Dames, that this matter be Approved, passed by the following vote:**

<b>AYES:</b>	Lillie Harris, Vishwani Ramlal, Michael Dames, Travis Lindsey
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## **H. TODAY'S HEARINGS**

- H.1** Hearing on behalf of Arsenio Castillo, Painter, Department of Police, pursuant to Civil Service Rule 16.1- Investigation by the Board alleging an Abuse of Power by Angel Blanco, Facility Maintenance Manager, and 16.2 - Complaint by Employee, alleging a violation of Departmental Orders and Civil Service Rules 14.2 (d), (h), (l), (k), (o), (r) and 17.

*Assistant City Attorney Diaz advised that the employee being accused in this Abuse of Power claim, was out ill and was unavailable for today's hearing. She went on to request a continuance. Attorney Rind replied that she was not in agreement with the continuance. Following discussion, a motion to grant the continuance resulted as follows:*

**Motion by Chief Examiner Ramlal, seconded by Board Member Lindsey, that this matter be Approved, failed by the following vote:**

<b>AYES:</b>	Vishwani Ramlal, Travis Lindsey
<b>NAYS:</b>	Lillie Harris, Michael Dames

## **H.2 Reconsideration of Request For Continuance**

*Following a brief break, the Board reconvened and entered a motion regarding the request. A motion to grant the continuance was considered and resulted as follows:*

**Motion by Chief Examiner Ramlal, seconded by Board Member Lindsey, that this matter be Approved, passed by the following vote:**

<b>AYES:</b>	Lillie Harris, Vishwani Ramlal, Travis Lindsey
<b>NAYS:</b>	Michael Dames

**ADJOURNMENT:**

*A break was taken from: 11:44 am – 11:50 am. There being no further business before the Board, a motion was entered to adjourn the meeting at 11:58 am, which resulted as follows:*

**Motion by Chief Examiner Ramlal, seconded by Board Member Lindsey, that this matter be Approved, passed by the following vote:**

<b>AYES:</b>	Lillie Harris, Vishwani Ramlal, Travis Lindsey
<b>NAYS:</b>	Michael Dames

**SIGNATURE:**

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**Lillie Harris, Chairperson**

**ATTEST:**

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**Tishria L. Mindingall, Executive Secretary**